



Job Announcement
Director of Expanded Learning
June 27, 2022

The Expanded Learning Director is responsible for managing EBAYC's summer and after-school learning programs at Franklin Elementary School. The Expanded Learning Director reports to the EBAYC Deputy Director of School Partnerships.

Core Responsibilities

1. Plan, develop, and manage implementation of summer and after-school learning programs, including student recruitment, selection, registration, attendance, and exit; program design and curriculum development; parent engagement; school transitions; facility, supply, and food service logistics; and special events and activities coordination.
2. Plan, develop, and manage implementation of the participatory program improvement process, including evaluation design, data collection, performance and outcome analysis, professional learning, and program improvement
3. Establish work plans for, and train, support, and supervise part-time program employees, volunteers, and/or interns.
4. Serve as principal liaison with the school principal, assistant principals, office manager, teachers, custodians, food service workers, and school security officers.
5. Participate in all EBAYC meetings, events, and activities designated by the EBAYC Executive Director.

Minimum Qualifications

1. Five years of progressively responsible experience in non-profit program management and employee supervision.
2. Knowledge of and experience with organizing and sustaining results-oriented interagency partnerships.
3. Knowledge of and experience with family support and family engagement practices.
4. Knowledge of and experience with program improvement coaching and professional development.
5. Excellent time management skills and is meticulous to detail.
6. Knowledge of and commitment to EBAYC's vision, mission, and theory-of-change.
7. Knowledge of and commitment to Roosevelt Middle School's vision, mission, and theory-of-change.
8. Knowledge of and commitment to children, youth, and families residing in the San Antonio neighborhood.

Compensation

Salary: \$63,000 to \$75,000 annually, with health/dental/vision coverage, vacation/medical/holiday leave, and 403(b).
Status: Full-Time Non-Exempt

To apply, send letter-of-interest and resume to:

Subject Line: Expanded Learning Director @ Franklin
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